

# CITY OF HUNTINGTON BEACH

MEETING DATE: February 7, 2005

DEPARTMENT ID NUMBER: As 05-007

Council/Agency Meeting Held: _____	City Clerk's Signature _____
Deferred/Continued to: _____	
<input type="checkbox"/> Approved <input type="checkbox"/> Conditionally Approved <input type="checkbox"/> Denied	
Council Meeting Date: February 7, 2005	Department ID Number: As 05-007

## CITY OF HUNTINGTON BEACH REQUEST FOR COUNCIL ACTION

**SUBMITTED TO:** HONORABLE MAYOR AND CITY COUNCIL MEMBERS

**SUBMITTED BY:** *Penelope Graft*  
PENELOPE GULBRETH-GRAFT, CPA CITY ADMINISTRATOR

**PREPARED BY:** CHARLES THOMAS, ACTING DIRECTOR OF ADMINISTRATIVE SERVICES  
*Charles Thomas*

**SUBJECT:** APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY AND THE HUNTINGTON BEACH POLICE OFFICERS' ASSOCIATION  
*Resolution No. 2005-11*

Statement of Issue, Funding Source, Recommended Action, Alternative Action(s), Analysis, Environmental Status, Attachment(s)

### Statement of Issue:

Should the City and the Huntington Beach Police Officers' Association enter into a new Memorandum of Understanding (MOU) covering the period of October 1, 2003 through March 31, 2006?

### Funding Source:

Funding is included in the Fiscal Year 2004/2005 budget and to be included in the Fiscal Year 2005/2006 budget. The total annual cost to implement the Memorandum of Understanding with the Huntington Beach Police Officer's Association is \$668,791 in Fiscal Year 2004/05 and \$326,317 in Fiscal Year 2005/06 (term expires March 31, 2006).

### Recommended Action:

Adopt Resolution No. *2005-11*, a Resolution of the City Council of the City of Huntington Beach approving and implementing the Memorandum of Understanding between the City of Huntington Beach and the Huntington Beach Police Officers' Association for the period of October 1, 2003 through March 31, 2006.

### Alternative Action(s):

Do not approve the Resolution for employees of the Huntington Beach Police Officers' Association and direct staff accordingly.

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### Analysis:

Representatives of the City and the Huntington Beach Police Officers' Association have completed the meet and confer process with agreement on a new Memorandum of Understanding for the period of October 1, 2003 through March 31, 2006. Proposed modifications to the current wages, hours, and other terms and conditions of employment include the following:

0% wage increase from 10/1/03 to 9/30/04

4% wage increase from 10/1/04 to 9/30/05

4% wage increase from 10/1/05 to 3/31/06

Established pay range top step differential between Senior Detention Officer and Detention Officer classifications (with title change for Senior Detention Officer to Detention Shift Supervisor)

Dental PPO plan annual maximum benefit increase from \$1000 to \$2000

Life and Accidental Death and Dismemberment insurance coverage increase from a \$10,000 level to \$50,000

Implementation of Health Savings Account for post retirement medical benefits

Pre-Retirement Option 2 Death Benefit

Certified Flight Instructor Pay from \$800 flat rate to 13% of base salary

Conversion of Flight Pay from \$500 flat rate to 8% of base salary

Conversion of Motorcycle Pay from \$300 flat rate to 5% of base salary

Payment of K-9 compensation from fifteen (15) hours compensatory time to fifteen (15) hours of overtime rate of pay based on the canine care salary rate

Replacement of Senior Officer compensation with Longevity Pay Program: 5% of base pay at 10 years of service and 10% of pay at 20 years of service

Increase in annual maximum accrual rate for vacation from 320 hours to 400 hours

Increase in maximum earning of compensatory time off from one hundred forty (140) hours to one hundred sixty (160) hours

Increase in HBPOA "release time" from 800 hours to 1040 hours per year to conduct lawful Association activities

A summary of these and other changes are included as Attachment #1.

**Environmental Status:** Not Applicable

### Attachment(s):

City Clerk's Page Number	No.	Description
4	1	Summary of negotiated provisions
8	2	Resolution to adopt Memorandum of Understanding between the City of Huntington Beach and the Huntington Beach Police Officers' Association for the period of October 1, 2003 through March 31, 2006 - <i>Res No 2005-11 with Exhibit A</i>

*(Attachment 3)*

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10	3	Draft of the Memorandum of Understanding between the City of Huntington Beach and the Huntington Beach Police Officers' Association for the period of October 1, 2003 through March 31, 2006 <i>(Exhibit A to Res No. 2005-11)</i>
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RCA Author: Irma Youssefieh

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**ATTACHMENT #1**

SUMMARY OF SALARY AND BENEFITS AND OTHER  
NEGOTIATED PROVISIONS FOR THE CITY OF HUNTINGTON BEACH  
POLICE OFFICERS' ASSOCIATION (HBPOA)

❖ **Term**

October 1, 2003 to March 31, 2006

❖ **Wages**

0% wage increase from 10/1/03 to 9/30/04

4% wage increase from 10/1/04 to 9/30/05

4% wage increase from 10/1/05 to 3/31/06

Established pay range top step differential between Senior Detention Officer and Detention Officer classifications (with title change for Senior Detention Officer to Detention Shift Supervisor)

❖ **Health Benefits**

Dental PPO plan annual maximum benefit increase from \$1000 to \$2000

Life and Accidental Death and Dismemberment insurance coverage increase from a \$10,000 level to \$50,000

❖ **Retirement**

Implementation of Health Savings Account (HAS) for post retirement medical benefits (enrollment is voluntary and funded by employee contributions)

Pre-Retirement Option 2 Death Benefit

❖ **Special Pay Conversions**

Certified Flight Instructor Pay from \$800 flat rate to 13% of base salary

Flight Pay from \$500 flat rate to 8% of base salary

Motorcycle Pay from \$300 flat rate to 5% of base salary

Payment of K-9 compensation from fifteen (15) hours compensatory time to fifteen (15) hours per month of overtime rate of pay, based on the canine care salary rate.

Replacement of Senior Officer compensation with Longevity Pay Program: 5% of base pay at 10 years of service and 10% of pay at 20 years of service

Restructure of Subpoena Pay to apply to all civil, criminal and administrative Department of Motor Vehicle (DMV), including telephonic

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❖ **Paid Leaves**

Increase in annual maximum accrual rate for vacation from 320 hours to 400 hours (cash out at straight pay upon reaching maximum – this allowance discontinues after one year unless agreement to extend)

Increase in maximum earning of compensatory time off from one hundred forty (140) hours to one hundred sixty (160) hours

Increase in HBPOA "release time" from 800 hours to 1040 hours per year to conduct non-Meyers Milias Brown Act (MMBA) association business during scheduled work hours

❖ **OTHER**

**Contract Language Updates (New and/or Clarified)**

Provision for no pyramiding of special pays

Provision for effective date of pay on all special certification/skill pay to be first full pay period prospectively

Provision on effective and ending date of health coverage for employee and/or qualified dependent(s)

Provision for PERS reporting of City provided uniforms

Expanded definition of family in Bereavement Leave

4/10 Work Schedule defined

Allowance of an employee to use earned general leave in the first six months of employment

Provision for identifying the process on the collection of payroll overpayments

Provision on overtime applicable to all work schedules

Change in City vehicle use policy from twenty-five (25) miles to thirty-five (35) miles distance from City limits to employee's home and addition of eligible assignments: Detective, Motor Officer, K-9 Officer, and Reconstruction Accident Investigator

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City compliance with State and Federal leave benefit entitlement laws and the allowance of an employee to use earned leaves (sick, compensatory time off) during an approved leave of absence

Employee contributions to deferred compensation must be made at the time that an employee is actively employed by the City; therefore, an employee's election to transfer the cash value of earned leave into deferred compensation must be made prior to separation from employment

Bilingual Skill pay shall be effective the first full pay period following certification

Update Retiree Medical Subsidy Plan to reflect current practice

Update City Personnel Rules by incorporating negotiated Rule changes that are in the MOU

Adoption of Voluntary Catastrophic Leave Donation Program

**Agreements During Term of Contract**

Meet and confer between the City and HBPOA to:

Update the Employee-Employer Relations Resolution to reflect current State law

Establish a Drug Testing Policy based upon reasonable cause

Work schedule change for School Resource and Community Oriented Policing (COP) Officers from a 7/11.25 work schedule to 4/10

Work schedule change for Traffic and Communications Center (one year pilot with quarterly review to determine continuation) employees from 4/10 to 7/11.25 work schedule

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**ATTACHMENT #2**

RESOLUTION NO. 2005-11

A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF HUNTINGTON BEACH APPROVING AND IMPLEMENTING  
THE MEMORANDUM OF UNDERSTANDING BETWEEN THE  
HUNTINGTON BEACH PEACE OFFICERS' ASSOCIATION (POA)  
AND THE CITY OF HUNTINGTON BEACH FOR 10/01/03 THROUGH 03/31/06

The City Council of the City of Huntington Beach does resolve as follows:

The Memorandum of Understanding between the City of Huntington Beach and the Huntington Beach Police Officers' Association ("POA"), a copy of which is attached hereto as **EXHIBIT "A"** and by reference made a part hereof, is hereby approved and ordered implemented in accordance with the terms and conditions thereof; and the City Administrator is authorized to execute this Agreement. Such Memorandum of Understanding shall be effective for the term October 1, 2003, through March 31, 2006.

PASSED AND ADOPTED by the City Council of the City of Huntington Beach at a regular meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

\_\_\_\_\_  
Mayor

REVIEWED AND APPROVED:

*Penelope Cullen*  
City Administrator

APPROVED AS TO FORM:

*Jennifer M. Gault* 2011/21/05  
City Attorney

INITIATED AND APPROVED:

*Charles Thomas*  
Director of Administrative Services

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\* ON FILE IN THE CITY CLERK'S OFFICE

Exhibit A to Res No 2005-11

E-13.10

**ATTACHMENT #3**

# Memorandum of Understanding

between

Huntington Beach  
Police Officers Association



and

City of Huntington Beach

October 1, 2003 – March 31, 2006

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